

## Illinois Sexual Assault Nurse Examiner (SANE) Program Adult/Adolescent Clinical Log

Name: _____		Total Clinical Hours: _____	
Address: _____		City: _____	
State: _____	Zip Code: _____	Telephone: _____	
Email: _____			
SANE Course Attended: _____		Approved:    Y        N	
Reviewed by (OAG office use only): _____			

The Office of the Illinois Attorney General sets high training standards for nurses who practice as Sexual Assault Nurse Examiners (SANEs) throughout Illinois. To perform medical-forensic examinations on adults/adolescents, defined as 13 years old or older, the registered nurse must complete:

- The 40-hour Adult/Adolescent didactic SANE training; and
- Adult/Adolescent clinical SANE training consistent with Illinois SANE Program clinical training guidelines.

The outlined requirements are the minimum clinical training standards for the Adult/Adolescent SANE and are consistent with or exceed the guidelines established by the International Association of Forensic Nurses (IAFN).

The goal of the Adult/Adolescent clinical training is for the Adult/Adolescent SANE to become proficient in caring for the adult/adolescent sexual assault/abuse patient. This clinical log is the Illinois SANE Program documentation tool and clinical requirements guide for the Illinois Adult/Adolescent SANE.

The clinical training must be completed within **12 months** of the completion of an Adult/Adolescent didactic course. If this timeframe is not possible, you must contact the Illinois SANE Coordinator to request an extension.

## Mandatory Requirements

### 1. Female Genital Exams

**Primary Goal:** To provide competency training and practice techniques regarding the physical examination of the external and internal structures of the female genitalia. This includes 10 or more successful speculum placements.

The female genital examinations are to be completed until proficiency is achieved. The Clinical Competency Validation Tool outlines the competency criteria and must be filled out by the preceptor.

	Date	Location
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

Additional Female Genital Examinations (if needed to gain competency):

11.	_____
12.	_____
13.	_____
14.	_____
15.	_____

## Clinical Competency Validation Tool Speculum and Female Genital Exam

**Primary Goal:** To provide competency training and practice techniques regarding the physical examination of the external and internal structures of the female genitalia.

Performance Measures/Criteria	Meets Criteria		Notes
	Yes	No	
1. Identification of normal female genital anatomy, including: labia major labia minora clitoral hood clitoris vestibule urethral meatus periurethral area fossa navicularis posterior forchette hymen vagina posterior fornix cervix cervical os perineum anus  Competency criteria: SANE trainee properly identifies each of the above structures/areas			
2. Speculum placement  Competency criteria: SANE trainee places speculum with successful cervical os visualization			
3. Other visualization techniques to practice assessment and injury identification  Competency criteria: SANE trainee performs separation of tissues and the traction technique			
I have supervised female genital exams for the SANE trainee, and I find the trainee is proficient to perform female genital exams with speculum placement	Y	N	
Date of Competency Validation:			
Preceptor Signature:	SANE/SAFE Signature:		
Preceptor Name:	SANE/SAFE Name:		
Preceptor Contact Phone or Email:			

## 2. Colposcope or Other Specialized Equipment Proficiency Training

**Primary Goal:** To gain competency in the use of the colposcope or other specialized equipment during ano-genital assessment. This is required if the facility utilizes a colposcope or other specialized equipment.

Date: \_\_\_\_\_ SANE Initials: \_\_\_\_\_

Preceptor Signature: \_\_\_\_\_

Preceptor Name: \_\_\_\_\_

Preceptor Contact Phone or Email: \_\_\_\_\_

Proficient:    Y            N            Suggested Remediation:    Y            N

Comments:

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## 3. Observation at Criminal Trial Proceedings

**Primary Goal:** To observe and become familiar with criminal trial proceedings, particularly direct and cross examination of a witness. Preferably the testimony observed will be that of an expert witness. This can be coordinated with the State's Attorney's Office victim witness coordinator.

Direct examination of witness:

Date: \_\_\_\_\_ State's Attorney's Office: \_\_\_\_\_

SANE Initials: \_\_\_\_\_ Hours Spent: \_\_\_\_\_

Cross examination of witness:

Date: \_\_\_\_\_ State's Attorney's Office: \_\_\_\_\_

SANE Initials: \_\_\_\_\_ Hours Spent: \_\_\_\_\_

Comments:

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**4. Three of the Following Activities OR the 12-hour Virtual Practicum, *Sexual Assault: Forensic and Clinical Management* (completion certificate required as proof)**

**Forensic Photography Training**

**Primary Goal:** To gain hands-on practice and experience with a digital camera and/or other photography equipment. Should be completed with a forensic photography expert (crime scene investigator, detective, SANE or other).

Date:\_\_\_\_\_ SANE Initials:\_\_\_\_\_ Preceptor Name: \_\_\_\_\_  
Preceptor Contact Phone or Email: \_\_\_\_\_  
Hours Spent: \_\_\_\_\_

**Victim Services Agency**

**Primary Goal:** To establish a collaborative relationship with victim services agency and staff. To learn full range of services provided.

Date:\_\_\_\_\_ SANE Initials:\_\_\_\_\_ Preceptor Name: \_\_\_\_\_  
Name of Agency: \_\_\_\_\_  
Preceptor/Agency Contact Phone or Email: \_\_\_\_\_  
Hours Spent: \_\_\_\_\_

**State's Attorney's Office Victim Witness Coordinator**

**Primary Goal:** To establish a collaborative relationship with victim witness coordinator. To learn full range of services provided and court process for victims and other witnesses.

Date:\_\_\_\_\_ SANE Initials:\_\_\_\_\_ Preceptor Name: \_\_\_\_\_  
State's Attorney's Office: \_\_\_\_\_  
Preceptor Contact Phone or Email: \_\_\_\_\_  
Hours Spent: \_\_\_\_\_

**Illinois State Police Crime Lab**

**Primary goal:** To gain first-hand knowledge of forensic science center.

Date:\_\_\_\_\_ SANE Initials:\_\_\_\_\_ Preceptor Name: \_\_\_\_\_  
Name and Location of Lab: \_\_\_\_\_  
Preceptor Contact Phone or Email: \_\_\_\_\_  
Hours Spent: \_\_\_\_\_

## Law Enforcement Agency

**Primary Goal:** To establish a collaborative relationship with local law enforcement agency/sex crimes unit. To observe sex crimes detective in the field.

Date:\_\_\_\_\_SANE Initials:\_\_\_\_\_Preceptor Name:\_\_\_\_\_  
Name and Location of Law Enforcement Agency:\_\_\_\_\_  
Preceptor Contact Phone or Email:\_\_\_\_\_  
Hours Spent:\_\_\_\_\_

## Additional Relevant Experiences

**Primary Goal:** To gain clinical knowledge through additional relevant experiences. Examples include attending a pertinent conference or visiting a coroner's office.

Date:\_\_\_\_\_SANE Initials:\_\_\_\_\_Preceptor Name:\_\_\_\_\_  
Name of Agency:\_\_\_\_\_  
Preceptor/Agency Contact Phone or Email:\_\_\_\_\_  
Hours Spent:\_\_\_\_\_

Description of Activities:

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## 5. Medical-Forensic Examinations

**Primary Goal:** To gain competency in conducting medical-forensic examinations, including head-to-toe assessment and evidence collection using the Illinois State Police Sexual Assault Evidence Collection Kit.

Three examinations are required prior to competency determination. The recommendation is to observe the first exam conducted by an experienced SANE/SAFE, participate in and help with the second exam and conduct the third exam with the experienced examiner present.

Document a summary of each exam (please no names or other confidential patient information). A minimum of two exams must be completed on a sexual assault patient; one exam can be completed as a mock exam with another SANE/SAFE or by completing the Virtual Practicum.

The sexual assault examinations are to be completed until proficiency is achieved. The Clinical Competency Validation Tool must be filled out by the preceptor.

Exam 1:

Date:\_\_\_\_\_SANE Initials:\_\_\_\_\_Preceptor Signature:\_\_\_\_\_

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Exam 2:

Date:\_\_\_\_\_SANE Initials:\_\_\_\_\_Preceptor Signature:\_\_\_\_\_

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Exam 3:

Date:\_\_\_\_\_SANE Initials:\_\_\_\_\_Preceptor Signature:\_\_\_\_\_

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Additional Medical-Forensic Examinations (if needed to gain competency):

Date:\_\_\_\_\_SANE Initials:\_\_\_\_\_Preceptor Signature:\_\_\_\_\_

Date:\_\_\_\_\_SANE Initials:\_\_\_\_\_Preceptor Signature:\_\_\_\_\_

## Clinical Competency Validation Tool Forensic-Medical Examinations

**Competency Statement:** The performance of the SANE/SAFE requires proper techniques as outlined by the International Association of Forensic Nurses. The list described is not inclusive; however, the list includes the **minimum** criterion necessary to practice as a SANE/SAFE. This list defines areas of performance of required clinical skills until competency\* is demonstrated by the SANE/SAFE.

\*Competency is defined by the local program.

Performance Measures/Criteria	Meets Criteria		Not Evaluated
	Yes	No	
1. Explains/provides to the patient: <ul style="list-style-type: none"> <li>▪ Informed consent</li> <li>▪ Procedures and equipment</li> <li>▪ Rights to privacy and confidentiality</li> </ul>			
2. Obtains health and forensic history and documents thoroughly according to agency standards			
3. Performs thorough, patient-centered head-to-toe assessment, including detailed ano-genital assessment using a speculum and other techniques and/or equipment			
4. Identifies and interprets findings of: <ul style="list-style-type: none"> <li>▪ Injury/trauma</li> <li>▪ Normal variations</li> <li>▪ Disease process</li> </ul>			
5. Using proper techniques, collects appropriate evidence according to local protocol, documents and maintains chain of custody of evidence			
6. Using proper techniques, performs forensic photography accurately			
7. Performs psychosocial assessment that includes: <ul style="list-style-type: none"> <li>▪ Crisis intervention</li> <li>▪ Suicide and safety assessment and planning</li> <li>▪ Referrals</li> <li>▪ Culturally sensitive approach</li> </ul>			
8. Provides appropriate medication administration, discharge instructions and other referrals			
Date of Competency Validation:			
Preceptor Signature:	SANE/SAFE Signature:		
Preceptor Name:	SANE/SAFE Name:		
Preceptor Contact Phone or Email:			



The course clinical log should be completed and a copy submitted to the Illinois SANE Coordinator within **12 months** of the didactic Adult/Adolescent SANE course. If you are unable to complete the clinical requirements within this time frame, please contact the SANE Coordinator. If you need more room to describe your clinical experiences, please attach additional paper. **Please type or write legibly.** If you have any questions, call the Illinois SANE Coordinator. These are minimum standards for Illinois. Your institution may require additional clinical experiences.

If you completed the 12-hour virtual practicum, *Sexual Assault: Forensic and Clinical Management*, as a component of your clinical training, please include a copy of your training certificate of completion.

If you attended a SANE training other than that provided by the Office of the Illinois Attorney General, please submit a copy of your training certificate of completion and agenda.

After review, you will be mailed a certificate of completion of clinical requirements. This does not mean that you are certified as an Adult/Adolescent SANE. Certification is granted through the Forensic Nursing Certification Board after passing an exam. The clinical training certificate provides proof of Adult/Adolescent SANE clinical training, which allows you to sit for the exam. Please visit the International Association of Forensic Nurses' website at [www.iafn.org](http://www.iafn.org) for more information. Obtaining the clinical training certificate will also assist in qualifying the Adult/Adolescent SANE as an expert witness in criminal/civil court proceedings.

**Upon completion of clinical requirements, mail a copy of your clinical log and other documentation if needed to:**

Jaclyn Jackson, RN, BS, BSN, SANE-A  
Illinois SANE Coordinator  
Office of Illinois Attorney General Lisa Madigan  
Crime Victim Services Division  
100 W. Randolph Street, 13<sup>th</sup> Floor  
Chicago, IL 60601  
[jajackson@atg.state.il.us](mailto:jajackson@atg.state.il.us)  
Office: 312-814-6267  
Fax: 312-814-7105